



STATE OF MAINE
DEPARTMENT OF PUBLIC SAFETY
MAINE EMERGENCY MEDICAL SERVICES
16 EDISON DRIVE
AUGUSTA, MAINE
04330

MICHAEL F. KELLY
COMMISSIONER

ANGUS S. KING, JR.
GOVERNOR

Maine EMS Examination Committee Meeting
Tuesday, June 18, 2002
Maine EMS Conference Room, Augusta

JAY BRADSHAW
DIRECTOR

Minutes

Present: J. Vaniotis – Chair, B. Hawkes, J. LeBrun, S. Hudson, K. Roderick, G. Utgard, D. Gilman

Absent: R. Doughty, Region 5 Representative

Staff: D. White

1. Call To Order - The meeting was called to order at 9:39 a.m.

A. Introductions – Sarah Hudson was introduced as the new representative from the Northeastern EMS region. Sarah is an EMS provider from Castine, the President of the Northeastern EMS Council, and an instructor at the Maine Maritime Academy.

B. Assign Timekeeper – D. Gilman

C. Additions/Deletions to the Agenda –

- a. Letter to the Board – J. Vaniotis
- b. Exam Security – D. White
- c. Southern Maine Exam Issue – D. White

2. Minutes – May 21, 2002, meeting minutes - review for acceptance

The minutes of the May 21, 2002, meeting minutes were reviewed. D. Gilman requested that the minutes be corrected to reflect that he had notified the committee of his absence from the May 21, 2002, meeting.

Motion: To accept the minutes of the May 21, 2002, meeting as amended to reflect that D. Gilman had notified the committee of his absence from the May 21, 2002, meeting. (Hawkes; LeBrun - motion carries).

3. Old Business

A. Exam Administration Manual (EAM)

Work continued on skill sheet explanations and objectives. The following were reviewed:

- ❖ Spinal/ Bleeding
- ❖ Intermediate & Paramedic Cardiac
- ❖ Airway - J. Vaniotis will add section on nebulizer-administered medications. It was also noted that Esophageal Detection Devices (EDD) need to be included in the objectives, explanations and skill sheets as necessary.

Discussion ensued regarding full vs. empty oxygen tanks at state practical exams. **Consensus was that tanks used at all state practical exams should contain oxygen.** Staff will bring issue to Ops Team for discussion.

Work will continue next month with review of the patient assessment station, splinting and IV drugs station and practical exam instructions.

B. Practical Exams – placeholder

4. New Business - Other

- a. **Letter to the Board** – J. Vaniotis circulated a draft letter to the Board outlining the committee's work during the last year.
- b. **Exam Security** – D. White reported that question #31 on the newly revised Paramedic exam contains incorrect information. He indicated that the regions have been advised to give correct-answer credit for any answer to that question until such time as the mistake is corrected.

Committee consensus was to develop and distribute a sticker for each booklet to correct the information.

White also reported that an Intermediate Update written evaluation is missing from the Northeastern Maine EMS office. Staff will follow up on this matter.

- c. **Southern Maine Exam Issue** - D. White notified the committee that, at a June 1, 2002 practical exam conducted by Southern Maine EMS, the exam administrator made the decision to not test the CPR station due to an inadequate number of examiners.

Candidates will be notified that the practical exam is invalid.

Maine EMS is working with Southern Maine EMS to remedy the situation; possibly a one-station exam conducted for those candidates affected.

S. Hudson stated that the solution should ensure minimal impact and disruption on the candidates involved.

Staff will keep the committee informed.

5. Next Meeting

The next meeting will be held on Tuesday, July 16, 2002 from 9:30 a.m. – 12:30 p.m.

A. Set Agenda - Next agenda to include: Exam Administration Manual

6. Adjournment - The meeting was adjourned at 12:15 p.m.

Respectfully submitted,

Drexell White